

Remote Access Request

Users must complete this form and return the signed copy to the JFHQ J-6 office, either by mail JFHQ-CA, ATTN: Helpdesk / Box 4, PO Box 269101, Sacramento, CA 95826-9101 or via FAX to (Commercial) 916-854-3018 or (DSN) 466-3083 (CAGNET) 63018

Individual Information:

Name:			Telephone Contact Information:	
Last Name	First Name	Middle Initial	Commercial:	
User's CA Network Logon: (i.e. william.smith)				
Organization:		UIC (if appl):		DSN:
Enter the organization in which your requirement is justified against in the entry above.				CAGNET / VoIP:

Justification:

Reason for Exception: (Provide detailed justification for remote access to the CA Network. Provide resources you require access / applications.)

Service Requested: ☐ Modem Dial-in Access ☐ VPN Access ☐ Revoke Remote Access

Certifications:

Requesters Signature:	Date:
I have reviewed this request for exception and verified the requirement is a valid operation requirement and recommend approval / revocation of remote access. I further certify this user has a valid National Agency Check on file at Defense Investigative Services. I understand I am responsible to notify the Helpdesk immediately should this user's network access need to be limited or revoked.	
Requesting Users Commander / Director Signature:	Date:

For J-6 Use Only

Received On:		Received by:	
Status:	<input type="checkbox"/> Approved <input type="checkbox"/> Denied (reason required below) Date user notified:		
Denial Reason:			
Date Approval Executed:		Executed by:	